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Clayton School of Information Technology

Sessional academic payment rates

In order to come to a common approach for payment of sessional staff across the School, we have decided to adopt the payment method outlined below. This is in accordance with the Monash University Enterprise Agreement (Academic and General Staff) 2005. The rationale is to provide equity across the School and Faculty for sessional staff, particularly in common core units; to facilitate implementation of the online tutor payment system (T-Cup); and to simplify the payment process.

For the purpose of paying sessional staff, all labs, pracs and tutorials will be deemed to be tutorials, and will be paid at the prescribed rates.   Exceptions due to different teaching practices will be handled on a case by case basis.

A tutorial is defined by the Enterprise Agreement as "any education delivery, described as a tutorial in a course or unit outline, or in an official timetable issued by the University". The salary rate applicable to a tutorial is paid on an hourly basis for delivery, and the rate includes preparation, marking, consultation. Tutorials may be run in a computer lab or classroom, and require preparation, marking and delivery of teaching material.

Payment rates and work requirements are outlined as follows;

Item	Delivery	Associated Working time	Total (hrs)	Multiplier	Rate ($)	Final $ / Tute
1 hr tutorial						
1st tute	1	2	3	1	89.52	89.52
Repeat tute(s)	1	1	2	1	59.68	59.68

Item	Delivery	Associated Working time	Total (hrs)	Multiplier	Rate ($)	Final $ / Tute
2 hrs tutorial						
1st tute	2	4	6	2	89.52	179.04
Repeat tute(s)	2	2	4	2	59.68	119.36

Item	Delivery	Associated Working time	Total (hrs)	Multiplier	Rate ($)	Final $ / Tute
3 hrs(prac)tutorial						
1st tute	3	3	6	2	89.52	179.04
Repeat tute(s)	3	1	4	2	59.68	119.36

Associated working time may include preparation, consultation, meetings, marking or other academic support activities. Individual lecturers should determine the optimal way to utilise this time, and how it should be split across the different activities. This may vary between units. Lecturers are encouraged to track the actual hours tutors are working. Hours accrued to the School can be used for other academic activities throughout the semester (eg/ marking).